Error Messages and Corrections for Employers Quick Reference Guide

Department of Treasury

Tennessee Consolidated Retirement System

Concord Project

The following table describes errors that may be encountered by employers in Concord during the submission of monthly reports.

Each item in the table includes:

- **Error Code** – The alphanumeric code that displays when a particular error occurs
- **Error Message** – The message that displays when a particular error occurs
- **Severity** – Indicates if an entire file is rejected or if a single row is rejected
  - **Reject File (REJF)** – Any error with this severity will cause the entire file to be rejected
  - **Reject Row (REJR)** – Any error with this severity will cause the detail row for the member to be rejected
  - **Warning (WARN)** – Any error with this severity will keep the detail row from posting until corrected or dismissed
  - **Error (EROR)** – Any error with this severity will keep the detail row from posting until corrected
- **Field** – Indicates the field in which the error occurs
- **How Do I Fix It?** – The most likely solution to fix the error

Error Code	Error Message	Severity	Field	How Do I Fix It?
Load Validations				
ER0200	Header or Footer Record Type value is not valid. (ER0200)	REJF	Header or Footer	The Header record type should be **H**. The Footer record type should be **F**.
ER0201	Report Type value is not valid. (ER0203)	REJF	Header	Format Version should be **001**.
ER0202	Employer Code value is not valid; value does not exist in the Employer Table or Employer Status is not valid. (ER0202)	REJF	Header or Footer	The Employer Code is the five-digit department code used today. Local government employer codes typically begin with an 8; teacher employer codes typically begin with a 9.
ER0203	Report Type value is not valid. (ER0203)	REJF	Header	Report Type should be **TCRS**.
ER0204	The employer does not participate in the reported System (Report Type) for the given Report Month. (ER0204)	REJF	Header or Footer	Verify the Report Month in the header is accurate.
ER0205	Report Month value is not valid. (ER0205)	REJF	Header or Footer	Report Month should follow CCYYMM format.
ER0206	Report Month value is not valid; either the value is not found in the CONTRIB_SUMMARY (Template) table or it has already been processed. (ER0206)	REJF	Header or Footer	Report Month should follow CCYYMM format. Verify the Report Month in the header is accurate.
ER0207	Report Month value in the header does not match the report month in the filename. (ER0207)	REJR	Header	The Report Month contained in the header should match the Report Month in the filename.
ER0208	Report Month value in the footer does not match the report month in the filename. (ER0208)	REJR	Footer	The Report Month contained in the footer should match the Report Month in the filename.
ER0211	The file contains either a duplicate header or footer. (ER0211)	REJF	Header or Footer	Verify that each batch contains only one Header/Footer combination.
ER0212	The number of headers does not match the number of footers in the file. (ER0212)	REJF	Header or Footer	Verify that each batch contains a Header and a Footer.
ER0213	Header already processed. (ER0213)	REJF	Header	Verify that the Header for each batch is only exists once within the file.
ER0214	A report for the Employer, Report Type, Report Month combination does not exist in CONTRIB_SUMMARY table. (ER0214)	REJF	Header or Footer	Verify that the Employer Code, Report Type, and Report Month are valid.
ER0215	Threshold exceeded for REJR Errors for this Batch. (ER0215)	REJF	Detail	The number of errors with severity REJR (reject record) have reached the maximum allowable threshold.

Error Code	Error Message	Severity	Field	How Do I Fix It?
ER0217	Record Type value is not valid. (ER0217)	REJR	Detail	The Record Type for each detail row should be **D**.
ER0218	Posting Month value is not numeric. (ER0218)	REJR	Detail	Posting Month should follow CCYYMM format.
ER0219	Posting Month value is not valid. (ER0219)	REJR	Detail	Posting Month should follow CCYYMM format.
ER0221	Employer Plan / Contrib Group not found in CONTRIB_GROUP Table. (ER0221)	REJR	Detail	Verify that the Contribution Group is correct for the reported detail row.
ER0222	The Employer does not participate in the reported contribution group. (ER0222)	REJR	Detail	Verify that the Contribution Group is correct for the reported detail row.
ER0223	SSN value is not numeric. (ER0223)	REJR	Detail	SSN field should contain numbers only.
ER0224	SSN value is missing. (ER0224)	REJR	Detail	Verify that the SSN field is populated.
ER0225	Member Identifier value is not numeric. (ER0225)	REJR	Detail	Member ID should be zero-filled or contain numbers only.
ER0226	Employment Begin Date value is not numeric. (ER0226)	REJR	Detail	Employment Begin Date should follow CCYYMMDD format.
ER0227	Employment Begin Date value is not valid. (ER0227)	REJR	Detail	Employment Begin Date should follow CCYYMMDD format.
ER0228	Employment End Date value is not numeric. (ER0228)	REJR	Detail	Employment End Date should follow CCYYMMDD format.
ER0229	Employment End Date value is not valid. (ER0229)	REJR	Detail	Employment End Date should follow CCYYMMDD format.
ER0231	Record Count value does not match number of detail records. (ER0231)	REJF	Footer	Verify that the total Record Count in the footer matches the number of detail rows reported within the batch.
ER0232	The employer reported a duplicate record for the member. (ER0232)	REJR	Detail	Verify that the member was not reported with duplicate information.
ER0238	Contract Months value is not numeric. (ER0238)	REJR	Detail	Contract Months should be zero-filled or contain a numeric value from 9 to 12.
ER0241	Scheduled Hours Per Day value is not numeric or does not have two decimal places. (ER0241)	REJR	Detail	Scheduled Hours Per Day should be zero-filled or contain a numeric value from 00.00 to 24.00.
ER0244	Rate of Pay value is not numeric or does not have three decimal places. (ER0244)	REJR	Detail	Rate of Pay should be zero-filled or contain a numeric value from 000000.000 to 999999.999.
ER0249	Salary That Exceeds IRS Limit value is not numeric or does not have two decimal places. (ER0249)	REJR	Detail	Salary That Exceeds IRS Limit should be zero-filled or contain a numeric value from 000000.00 to 999999.99.
ER0252	Salary value is not numeric or does not have two decimal places. (ER0252)	REJR	Detail	Salary should be zero-filled or contain a numeric value from 000000.00 to 999999.99.
ER0255	Post-Tax EECON value is not numeric or does not have two decimal places. (ER0255)	REJR	Detail	Post-Tax EECON should be zero-filled or contain a numeric value from 000000.00 to 999999.99.
ER0258	Pre-Tax EECON value is not numeric or does not have two decimal places. (ER0258)	REJR	Detail	Pre-Tax EECON should be zero-filled or contain a numeric value from 000000.00 to 999999.99.
ER0263	Date of Birth column value is not valid. (ER0263)	REJR	Detail	Date of Birth should follow CCYYMMDD format.
ER0267	First Name value is not valid or blank. (ER0267)	REJR	Detail	First Name should be alphanumeric (no special characters).

Error Code	Error Message	Severity	Field	How Do I Fix It?
ER0269	Last Name value is not valid or blank. (ER0269)	REJR	Detail	Last Name should be alphanumeric (no special characters).
ER0274	State value is not valid. (ER0274)	REJR	Detail	State should be alphanumeric (no special characters).
ER0275	Zip Code value is not numeric. (ER0275)	REJR	Detail	Zip Code should be numeric (no special characters).
ER0288	Total Salary That Exceeds IRS Limit value is not numeric or does not have two decimal places. (ER0288)	REJF	Footer	Total Salary That Exceeds IRS Limit should be zero-filled or contain a numeric value from 0000000000.00 to 9999999999.99.
ER0290	Total Salary value is not numeric or does not have two decimal places. (ER0290)	REJF	Footer	Total Salary should be zero-filled or contain a numeric value from 0000000000.00 to 9999999999.99.
ER0292	Total EECON value is not numeric or does not have two decimal places. (ER0292)	REJF	Footer	Total EECON should be zero-filled or contain a numeric value from 0000000000.00 to 9999999999.99.
ER0295	More than one SSN found. (ER0295)	REJR	Detail	Verify the SSN reported for the member is valid.
ER0296	SSN value is less than 9 characters. (ER0296)	REJR	Detail	Verify the SSN contains 9 characters.
ER0301	Total Salary of details does not match with footer. (ER0301)	REJF	Footer	Verify the Total Salary within the batch matches the Total Salary in the Footer.
ER0307	Could not find valid zip file.	REJF	File	Verify the filename and file type of the contribution report.
ER0210	Data is not valid in the file or in the database.	REJF	File	Verify the data within the file is valid and follows the correct file format.
ER0311	Service credit is not numeric.	REJR	Detail	Service Credit should be zero-filled or contain a numeric value from 0.000 to 9.999.
Edit Validations				
ER0001	Address is required for a new member.(ER0001)	WARN	Address	Verify that the Address for the new member is complete.
ER0003	Posting Month cannot be after Report Month. Please identify when salary was earned. (ER0003)	EROR	Posting Month	Verify that the Posting Month is not a future date.
ER0005	Contribution group is not valid for the reporting employer for the posting month. (ER0005)	EROR	Contribution Group	Verify that the Contribution Group reported is valid for the department code.
ER0008	The SSN reported is different from the SSN on record for the same First Name, Last Name, Date of Birth, Gender. (ER0008)	WARN	SSN	Verify that the SSN for the member is valid. Also verify that the employee has only one record in the system; if the employee was ever erroneously reported with an incorrect SSN, you will receive this error message. TCRS must correct these records.
ER0009	Last Name, First Name, Date of Birth, Gender in the contribution are all different from the data on record for matching SSN. (ER0009)	EROR	SSN	Verify that the demographic information for the member is valid. Also verify that the employee has only one record in the system; if the employee was ever erroneously reported with a different SSN, you will receive this error message. TCRS must correct these records.
ER0010	A valid SSN must be provided. (ER0010)	EROR	SSN	Verify that the SSN is a valid number (not all zeros or all 9s).
ER0012	Member ID reported is different than the Member ID on record with TCRS. (ER0012)	EROR	Member Identifier	Verify that the Member ID is accurate based on the Member ID download or is zero-filled.
ER0015	An employment begin date was received but there is still an active enrollment that was not terminated. (ER0015)	WARN	Employment Begin Date	Verify that any new Employment Begin Date for the member is accompanied by a valid change (for example, full-time to part-time).

Error Code	Error Message	Severity	Field	How Do I Fix It?
ER0017	Transaction received with a posting month which is prior to employment date. Please update the employment begin date. (ER0017)	EROR	Employment Begin Date	Verify that the Posting Month is not a date prior to the Employment Begin Date.
ER0019	Employment Begin Date cannot be after the termination date or after the last day of the posting month or after the posting month of the first contribution. (ER0019)	EROR	Employment Begin Date	Verify that the Employment Begin Date is prior to the Employment End Date OR that the Posting Month is not a date prior to the Employment Begin Date.
ER0020	Contributions may not be reported for a retired member without a new employment begin date. (ER0020)	EROR	Employment Begin Date	Verify that the member is an active member OR populate a new Employment Begin Date for the previously retired member if he/she has returned to work full time.
ER0021	Employment End Date cannot be after the last day of the report month, cannot be prior to the Last Posting Month for this member, and can't be prior to the Employment Begin Date. (ER0021)	EROR	Employment End Date	Verify that the Employment End Date is not a future date OR that it is not prior to the Employment Begin Date.
ER0022	Employment End Date must be accompanied by a valid Employment End Reason. (ER0022)	EROR	Employment End Reason	Verify that the Employment End Reason field is populated when an Employment End Date is reported.
ER0023	Employment End Reason must be accompanied by a valid Employment End Date. (ER0023)	EROR	Employment End Reason	Verify that the Employment End Date field is populated when an Employment End Reason is reported.
ER0028	Position Status must be reported. (ER0028)	EROR	Position Status	Verify that the Position Status field is populated.
ER0029	Contribution group should be non-participating for this position status. (ER0029)	EROR	Position Status	Verify that the Position Status field is correct. If the Position Status is a non-participating position, the Contribution Group should contain NONP.
ER0033	Probationary Position has exceeded the employer's Probationary Period. (ER0033)	EROR	Position Status	Verify that the employee is not reported as a probationary employee when he/she has exceeded the probationary period (usually 6 months).
ER0037	Payroll frequency is a required field and must be reported. (ER0037)	EROR	Payroll Frequency	Verify that the Payroll Frequency field is populated.
ER0042	Payment Reason of Regular and Payment Reason of Regular with Additional Compensation Reported for the Same Posting Month for the Same Member.(ER0042)	EROR	Payment Reason	Verify that the employee was not reported with both Payment Reason Regular Pay and Payment Reason Regular Pay with Additional Creditable Compensation.
ER0043	Duplicate payment reason of Regular reported for the same Posting Month for the same Member.(ER0043)	EROR	Payment Reason	Verify that the employee was not reported with Payment Reason Regular Pay for more than one detail row with the same Posting Month.
ER0044	Salary of $0 reported with an invalid payment reason.(ER0044)	WARN	Payment Reason	Verify that the Salary field is populated.
ER0045	For school board, the first contribution for the enrollment appears to be in a different fiscal year than reported Employment Begin Date (ER0045).	WARN	Employment Begin Date	Verify that the Employment Begin Date is not in a different fiscal year than the current detail record.
ER0054	Payment Reason of Summer Months Reported with Salary.(ER0054)	EROR	Payment Reason	Verify that the Salary field is blank when the Payment Reason is Summer Months. Summer Months is intended to record gaps in service.
ER0063	Scheduled Hours Per Day is more than twenty-four (24) hours.(ER0063)	EROR	Scheduled Hours Per Day	Verify that the Scheduled Hours Per Day value is less than 24.00.

Error Code	Error Message	Severity	Field	How Do I Fix It?
ER0076	Invalid Type of Rate of Pay reported. Value must be Hours, Monthly or Yearly. (ER0076)	EROR	Type of Rate of Pay	Verify that the value reported in Type of Rate of Pay is either Hourly, Monthly, or Yearly.
ER0078	Rate of Pay is less than Minimum Wage Rate or greater than the maximum hourly wage. (ER0078)	WARN	Rate of Pay	Verify that the Rate of Pay value is greater than the minimum wage rate or is less than the maximum hourly wage rate.
ER0079	Payment Reason is required and is not provided.(ER0079)	EROR	Payment Reason	Verify that the record contains a valid Payment Reason.
ER0082	The sum of Salary cannot be negative across all transactions with the same Posting Month. (ER0082)	EROR	Salary	Verify that the sum of all Salaries is greater than zero.
ER0083	Salary can only be less than 0 when Posting Month is prior to Report Month. (ER0083)	EROR	Salary	Verify that any negative Salary is reported as a prior period adjustment with a previous month. Negative salaries cannot be reported in the current month.
ER0084	Contribution Salary is higher than the Monthly Rate of Pay with a payment reason of Regular. Please use a appropriate payment reason or update the salary. (ER0084)	WARN	Salary	Verify that the Salary reported is accurate. If the Salary is greater than the Monthly Rate of Pay, please report a Payment Reason other than Regular.
ER0085	Scheduled hours per day is required and is not provided.(ER0085)	EROR	Scheduled Hours Per Day	Verify that the Scheduled Hours Per Day is populated if the Payment Reason requires service (such as Regular or Regular with Additional Creditable Compensation). This field is required if the Type of Rate of Pay is Hourly.
ER0086	Salary That Exceeds IRS Limit must be less than or equal to the Monthly Rate of Pay. (ER0086)	EROR	Salary That Exceeds IRS Limit	Verify that the Salary That Exceeds IRS Limit reported is accurate. If the Salary is greater than the Monthly Rate of Pay, please report a Payment Reason other than Regular.
ER0087	Salary That Exceeds IRS Limit can only be less than 0 when Posting month is prior to Report month. (ER0087)	EROR	Salary That Exceeds IRS Limit	Verify that any negative Salary That Exceeds IRS Limit is reported as a prior period adjustment with a previous month. Negative salaries cannot be reported in the current month.
ER0088	Salary cannot exceed max limit set by IRS for the year (based on fiscal year) if posting month is 07/1996 or later. (ER0088)	EROR	Salary	Verify that the member does not have a total annual Salary above the IRS limit for 401(a) plans.
ER0089	An amount is reported in both the Pre-Tax EECON and Post-Tax EECON fields. (ER0089)	EROR	EECON	Verify that the Employee Contribution Amount is reported in either Pre-Tax OR Post-Tax field.
ER0090	Pre-Tax EECON amount can only be less than 0 when Posting Month is prior to Report Month. (ER0090)	EROR	Pre-Tax EECON	Verify that any negative Employee Contribution amount is reported as a prior period adjustment with a previous month. Negative contributions cannot be reported in the current month.
ER0091	EECON Amount must be equal to the Contribution Salary times the applicable Contribution Rate. (ER0091)	EROR	Pre-Tax EECON	Verify that the Employee Contribution amount is the Salary multiplied by the correct Employee Contribution Rate.
ER0093	Post-Tax EECON amount can only be less than 0 when Posting Month is prior to Report Month. (ER0093)	EROR	Post-Tax EECON	Verify that any negative Employee Contribution amount is reported as a prior period adjustment with a previous month. Negative contributions cannot be reported in the current month.
ER0094	Type of Rate of Pay or Rate of Pay Amount is required and not provided.(ER0094)	EROR	Rate of Pay	Verify that both Rate of Pay and Type of Rate of Pay fields are populated.
ER0096	The Contribution Group or Position Status is different from the existing enrollment. Please provide a new employment begin date.(ER0096)	WARN		Verify that any change in Contribution Group or Position Status is accompanied by a new Employment Begin Date.

Error Code	Error Message	Severity	Field	How Do I Fix It?
ER0101	The individual is younger than 14 years of age. (ER0101)	WARN	Date of Birth	Verify the member's date of birth.
ER0102	The individual is older than 100 years of age. (ER0102)	WARN	Date of Birth	Verify the member's date of birth.
ER0103	Birth Date is required for new members. (ER0103)	EROR	Date of Birth	Verify the member's date of birth is populated.
ER0109	First Name contains invalid characters. A valid first name must be provided to enroll a new member. (ER0109)	EROR	First Name	Verify that the First Name field does not contain special characters.
ER0111	Last name contains invalid characters. A valid last name must be provided to enroll a new member. (ER0111)	EROR	Last Name	Verify that the Last Name field does not contain special characters.
ER0118	Two different addresses were provided for the member. Please verify address. (ER0118)	WARN	Primary Address Line	Verify that the member's Address is the same in each respective detail record.
ER0128	Contribution Salary may not be reported with a Posting Month that is after the Retirement Application Employment End Date. (ER0128)	EROR	Contribution Salary	Verify that the Salary reported is not after the member's Date of Retirement.
ER0129	Contribution Salary may not be reported with a posting month that is after Date of Death. (ER0129)	EROR	General Edit	Verify that the Salary reported is not after the member's Date of Death.
ER0131	Concord is unable to identify/create an Active membership for this Member. Please verify membership. This contribution must have an active membership before the record can be posted. (ER0131)	EROR	General Edit	Contact TCRS so that we can verify the member's information.
ER0132	Please update membership start date manually; membership start date cannot be updated if posting date prior to the membership start date. (ER0132)	EROR	General Edit	Verify that the employee's posting month is not prior to the membership date.
ER0147	No errors were found, however Edit Process failed to insert a new Person. (ER0147)	EROR	General Edit	Contact TCRS so that we can verify the member's information.
ER0149	Non-participating contribution group reported for a member who has a current participating enrollment with this employer. (ER0149)	WARN	Contribution Group	Verify that the member was reported with the correct Contribution Group.
ER0156	Sick Leave Days not reported and are required with this employment end reason. (ER0156)	WARN	Accrued Sick Leave Days	Verify that Sick Leave Days are reported when a member's Employment End Reason is Death or Retirement.
ER0158	The contribution being reported has a Posting Month dated after the Employment End Date on another contribution (within this report) without a new Employment Begin Date. (ER0158)	EROR	Posting Month	Verify that the member has a new Employment Begin Date for a new employment record.
ER0159	Adjustment reported will change the salary to $0. An invalid payment reason reported for $0 salary. (ER0159)	WARN	Salary	Verify that the prior period adjustment is adjusting a valid Payment Reason.

Error Code	Error Message	Severity	Field	How Do I Fix It?
ER0161	Service credit reported is outside of pre-defined TCRS parameters. (ER0161)	EROR	Service Credit	Verify that the Service Credit is valid based upon Salary and Rate of Pay.
ER0162	Service credit reported is greater than the maximum allowable service credit for the employer. (ER0162)	EROR	Service Credit	Verify that the Service Credit value is not more than the maximum allowable Service Credit.
ER0163	Career ladder payment reported for a contribution group that is not eligible to receive career ladder payments. (ER0163)	EROR	Payment Reason	Verify the Payment Reason for this member. Career Ladder should be reported only for educational employees.
ER0164	Longevity payment reported for a contribution group that is not eligible to receive longevity payments. (ER0164)	EROR	Payment Reason	Verify the Payment Reason for this member.
ER0165	Service credit must be reported for a regular payment type. (ER0165)	EROR	Service Credit	Verify that the Service Credit field is populated for the member.
ER0166	The reported position status is invalid for a member receiving a retirement benefit. They must be reported under a Return to Work position status. (ER0166)	EROR	Position Status	Verify that the retired member is reported as either a 120-day temporary employee or a limited reemployed retired teacher.
ER0167	The maximum salary is exceeded for a member employed under Return to Work provisions. (ER0167)	EROR	General Edit	Verify that the Salary for the retired member has not exceeded the annual limit.
ER0168	Record received for a temporary employee under age 25. These employees should not be reported to TCRS. (ER0168)	EROR	Position Status	Seasonal employees under the age of 25 are ineligible to be reported to TCRS.
ER0169	Record received for a temporary employee under age 25. These employees should not be reported to TCRS. (ER0169)	EROR	Position Status	Temporary employees under the age of 25 are ineligible to be reported to TCRS.
ER0170	The service credit reported is not an allowable amount. Service credit must be rounded up to the nearest 1/8 of a month based on the member's reported salary and rate of pay information. (ER0170)	EROR	Service Credit	Verify that the Service Credit is rounded to the nearest 1/8 of the month.
ER0171	Type of employee contribution (pre or post tax) is not valid based on your employer's plan provisions. (ER0171)	EROR	Employee Contribution Amount	Verify that the Employee Contributions are being reported in accordance with the employer's plan provisions.
ER0172	Invalid contribution amount for member with a salary above the SS wage base. (ER0172)	EROR	Employee Contribution Amount	Verify the member's Employee Contributions are accurate based on the Contribution Rate.
ER0173	Summer school bonus payment reason is invalid outside of summer months. (ER0173)	EROR	Payment Reason	Verify that the Payment Reason of Summer Months is reported only during valid summer months.
ER0174	Service credit threshold exceeded for Return to Work member. (ER0174)	EROR	Service Credit	Verify that the service for the retired member has not exceeded the annual limit.